

## COUNTY ENGINEER

### **GENERAL DEFINITION OF WORK:**

*FLSA Status: Exempt*

Performs difficult professional and administrative work overseeing technical review of development plans and construction drawings and enforcement of applicable codes/ordinances; does related work as required. Work is performed under general supervision. Supervision is exercised over all division personnel.

### **ESSENTIAL FUNCTIONS/TYPICAL TASKS:**

**Planning, directing and supervising the administration of the stormwater management and development bond programs; overseeing the enforcement of the Erosion and Sediment Control Ordinance; maintaining records and files; preparing reports.**

(These are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.)

- Administers the Stormwater Management, Development Bond, Erosion and Sediment Control, Street Acceptance, Floodplain, Wetland Mitigation Bank, Environmental and Land Disturbing and Permitting Programs; oversees the review of all land development applications with respect to engineering matters and ensures compliance with applicable codes, laws, rules, regulations, procedures, etc.
- Coordinates daily work activities; organizes, prioritizes and assigns work; monitors status of work in progress and inspects/approves completed work; assists with complex situations; provides technical expertise, oversight and assistance to subordinate staff in all areas of responsibility.
- Supervises, directs and evaluates assigned staff; processes employee problems and concerns; counsels, disciplines and completes employee performance appraisals.
- Interprets and enforces provisions of applicable federal, state and local codes, laws, rules, regulations, specifications, standards, policies and procedures; initiates any actions to correct deviations or violations.
- Provides professional advice/presentations to various boards and commissions; participates on local, regional and state advisory committees.
- Administers an efficient system of engineering record keeping; develops and administers an engineering division.
- Prepares studies and reports affecting public facilities and land use actions and provides recommendations for same.
- Provides technical assistance to citizens, property owners, land developers, design professionals, financial institutions, attorneys and the general public.
- Manages response and investigation activity relating to all drainage complaints.
- Performs related tasks as required.

### **KNOWLEDGE, SKILLS AND ABILITIES:**

Comprehensive knowledge of the principles and practices of civil engineering as related to the development and construction projects; ability to plan, lay out and direct the work of subordinates; ability to perform difficult engineering computations and to make comprehensive recommendations on engineering problems and planning; skill in the use of civil engineering instruments and equipment; ability to communicate complex ideas effectively both orally and in writing; ability to plan and supervise the work of subordinates; ability to establish and maintain effective working relationships with County officials, associates, contractors and the general public.

### **EDUCATION AND EXPERIENCE:**

Any combination of education and experience equivalent to graduation from an accredited college or university with major course work in civil engineering and extensive experience in professional civil engineering work.

### **PHYSICAL REQUIREMENTS:**

This is light work requiring the exertion of up to 20 pounds of force occasionally and a negligible amount of force frequently or constantly to move objects; work requires stooping, standing, and walking; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for preparing and analyzing written or computer data, operation of motor vehicles or equipment, determining the accuracy and thoroughness of work, and observing general surroundings and activities; the worker is subject to inside and outside environmental conditions.

### **SPECIAL REQUIREMENTS:**

Possession of an appropriate driver's license valid in the Commonwealth of Virginia. Possession of Erosion and Sediment Control Program Administrator certification. Registration as a Professional Engineer in the Commonwealth of Virginia.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.